

**Northern Spirit Executive Minutes
October 9, 2024 via Zoom**

EXECUTIVE PRESENT	Helen Reed (Chair), Mary Annan, Peter Chynoweth, Donna Kline, Marilyn Carroll, Paul Walfall A quorum was present.
REGRETS	Margaret-Anne Hall, Julie Graham, Leslie Penny,
CORRESPONDING MEMBERS PRESENT	Gaie Goin, Jim Belliveau,
STAFF PRESENT	Shannon McCarthy (Executive Minister); Chloe Burns (Administrative Support); Chantal Winslow (Executive Assistant & Recording Secretary), Heather Dootoff (Finance), Adam Hall (Pastoral Relations Minister);
CALL TO ORDER	Helen called the meeting to order at 9:38 am. We checked in and Helen led us in reflection & prayer.
APPROVAL OF AGENDA	We reviewed the agenda.
APPROVAL OF MINUTES 011-2023/2024	It was agreed by consensus: That Northern Spirit Regional Council Executive approve the minutes of September 11, 2024 as distributed.
BUSINESS ARISING	
Chinese United	We have received an email from Miriam. Gave us the name of a property management place. Assessments were reduced to \$10,000. To do: <ul style="list-style-type: none">• Shannon will continue to work on getting this into the trust.
Korean United	They have an offer for \$2.1 million and have accepted this. It will be going to the property commission for approval of distribution of assets. In process. They will need to pay outstanding assessments and the loan to the region that is tied to the sale of the building.
Policy regarding penalty for not paying assessments	Adam and Shannon are still working on this. Policy development will be a little delayed as they are putting them through the affirming committee to make sure that we are living out being an affirming region.

To do

- **Shannon and Adam to meet**

Jasper United

There is a town hall meeting scheduled for November 8.

Adam and Shannon have met with the Anglican church to talk about building together rather than separately.

Chantal is working with Rev. Linda to apply for a grant through Red Cross to help get their thrift shop back up and running.

Shannon spoke with GCE about the situation in Jasper. This will not be the last time that this happens. Climate change. In the process we were given \$50,000 from The United Church Foundation to help.

To do:

- **Helen to write a thank you letter**

Centennial Celebration

There is a grant through the foundation that can be applied for, for funding up to \$5000 to support gathering and events for the centennial.

We will do something around this at our AGM. We won't be doing anything on the actual Sunday.

CORRESPONDENCE

Jasper

Letter from The United Church Foundation letting us know that they given us a grant in the amount of \$50,000.

Received for information.

St. Andrews College

We received a letter from St. Andrew's College asking us to change our property policy to include them in the disbursement of funds.

Send to property for an opinion. Come back to the next meeting.

To do:

- **Jim to bring this to property commission.**

FINANCE

Heather reported.

We have a surplus of \$217,480 currently. Projecting a surplus of \$122,801.

We have received \$25,000 so far for Jasper and then the \$50,000 from the Foundation.

Greengrove owes \$208 in assessments but we never received any funds from them when their property was disbursed.

To do:

- **Budget for 2025 for approval in November**

COMMITTEE REPORTS

Chair On October 20 Helen will be bringing greetings from the region to Sherwood Park united church. On October 28 she will be attending the banquet at St. Stephens College – Catherine McLean honorary doctorate.

This is Helen’s last Executive meeting as chair.

Property Jim reported.

Working on a cemetery survey.

Incorporated Ministries NA

Nominations Thank you to all those who have given their time and whose time will be ending at the October AGM.

Donna is with us until 2025.

Mary, Margaret, Peter and Helen will be done after today.

Leslie will be with us until 2025.

Marilyn and Paul are new. Welcome!

To do:

- **Chantal, Chloe and Helen to find information regarding terms and rules.**

Other

STAFF REPORTS

Executive Minister Shannon reported.

She is figuring out travel arrangements to get to Edmonton for our in person Executive meeting

There is a staff gathering in Winnipeg in a few weeks. We will be talking about change and visioning.

GCE meeting took place. Summary is out

Cost of living for ministry personnel is set at a 3% increase. Staff will get a 2.5% increase

AGM Meetings are happening online for Prairie to Pine and our second session.

Staff in Vancouver this weekend for Brenda's funeral. Julie is taking some compassionate time.

When do we want to change our terms? After the AGM this month.

**Pastoral Relations
Minister**

Pastoral Relations Report- Executive- , 2024

Restorative Care Leaves and LTD:

Rev. Eli Carter-Morgan (Millwood's United, Edmonton)- LTD

New Appointments/Calls and Renewal appointments

- Rev. Kennedy Phiri- Fort St. John: St. Luke's Pastoral Charge- Regular Appointment

1.0 FTE- October 1, 2024- September 30, 2027- Admission Minister (Pending)

- Bernadette Pearson-Levesque- Lesser Slave Pastoral Charge- SME Appointment .50

FTE October 1, 2024-September 30, 2026- approved

Requests for Change of pastoral Relationships approaching:

New positions approved or pending:

Irma-Viking Pastoral Charge (Search) approved

Covenanting Services:

- Bonnyville/Cold Lake Collaborative Ministry- Rev. Sungsoon Park- October 5th, 2024

- Spruce Grove Pastoral Charge- Rev. Shane Goldie – Pending

- Spirit of Peace Pastoral Charge- Rev. Harold Imes- October 20th @ 3pm

Growth/Stewardship Discipleship program

We are hosting within our region a test discipleship program developed by Jordan Cantwell (Growth) and Vikki Nelson (Stewardship) which will work with five communities within our region (Tofield United Church, Living Spirit Drayton Valley, St. Andrew's Spruce Grove, First United Wetaskiwin, St. David's, Leduc) From Jordan and Vikki "It is our hope that by the end of the year together, participants will experience transformation in their personal faith life, have a better understanding of the fullness of discipleship, make an impact on the spiritual life of their communities of faith through deep engagement with the practices of discipleship." First gathering is October 19th in Wetaskiwin

Committee/Commission work:

Ministry Personal Support Committee:

- Continued to offer Zoom Clergy Gatherings throughout the summer led by Adam Hall

- Retiree luncheon planned for Nov 7th at Millwood's United Church.

Lay Leadership Support Committee:

- September 28th – LLWL Gathering and funeral training at Leduc Untied Chruch, led by Rev. Leigh Sinclair and support by Adam Hall. 13 registrants and we had 14 in attendance. (Plus, leaders)

- Sacrament Elder Training- Two sessions October 8th at 6:30 pm and October 16th at 6:30pm. 14 registrations

Community of faith Support

- Will be reviewing the Ecumenical Shared Ministry (ESM) agreement from Hinton United Church and Grace Lutheran Church
- Will be seeking to support Vegreville United Church with their request to become an ESM
- Continuing to determine how best to engage and support the communities that are vacant within our region.
- Request a meeting Shannon, Helen in regards to the New Church development fund.

Pastoral Relations Commission

- It was decided that myself and the members of the PRC would like to do a “roadshow” to visit with Communities of Faith and listen and learn about where they are and what capacities they have to share and vision into the future. (Trinity United Edmonton October 15th, St. Andrews Edmonton Oct 21st. Have discussed meeting with Killam, Sedgwick, Lougheed, days land.
- Organizing a meeting between Fort Saskatchewan, Tofield, and Wetaskiwin to introduce collaborative ministry model
- Robertson-Wesley United Church Edmonton – two ½ time positions were converted into CDM positions.

Other Work

St. Andrew’s United Church, Edmonton (Confidential)

Justice & Communications

NA

OTHER

AGM Planning

To do:

- Shannon, Chloe, Helen and Chantal to get together to finalize pieces for October 24 AGM
- Chloe to follow up on the 2025 location

In person meeting

We will meet at Strathern United starting at 10 am. Our business meeting will happen during the first two hours of the day, followed by lunch and then afternoon will be dedicated to visioning and planning.

It will be a hybrid meeting for those who can’t attend in person.

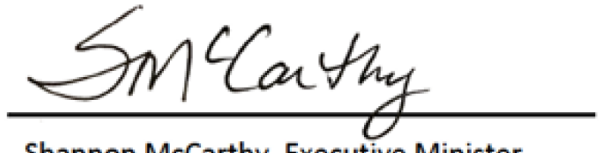
NEXT MEETING

Next meeting will be November 13 at 10:00 am at Strathearn United.

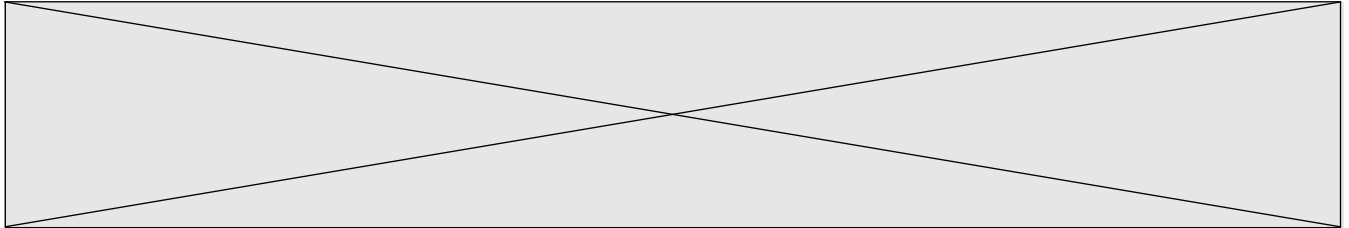
ADJOURNMENT



Helen Reed, Chairperson



Shannon McCarthy, Executive Minister



2024 Northern Spirit Regional Council

	Dec 31-2023	2024 Budget	Ytd Sept 30	Projected	2025 Budget	
Governance Revenue						
Governance Grant	\$ 325,000	\$ 325,000	\$ 216,667	\$ 325,000	\$ 325,000	To Aug 31
Shared Staff Grant	\$ 76,375	\$ 67,000	\$ 44,667	\$ 67,000	\$ 67,000	To Aug 31
Annual Meeting Meal Fee	\$ 23,190	\$ -			\$ 23,000	
Misc income	\$ 47,998	\$ 5,000	\$ 178,934	\$ 180,000	\$ 30,000	
	\$ 472,563	\$ 397,000	\$ 440,268	\$ 572,000	\$ 445,000	
Governance: Office and Staffing Expenses						
Office Expenses:						
Office Rent	\$ 31,365	\$ 31,365	\$ 10,841	\$ 12,341	\$ 6,600	revised budget 12,341
Office Costs (supplies, phone, wifi, etc)	\$ 8,539	\$ 13,500	\$ 7,467	\$ 11,000	\$ 13,000	
Shared Service GC	\$ 13,378	\$ 14,000	\$ 10,376	\$ 15,564	\$ 15,500	To Aug 31
Website	\$ 1,132	\$ 1,500	\$ 1,032	\$ 1,500	\$ 1,500	
Audit/Prof Services	\$ 9,859	\$ 11,000	\$ 15,399	\$ 15,399	\$ 10,000	
Move and Chinese UC	\$ -		\$ 31,087	\$ 40,000	\$ 40,000	Chinese United Church?
Contingency		\$ 5,000		\$ 5,000	\$ 5,000	
Shared Staff Costs						
Shared EM, Asst and Finance staff	\$ 104,195	\$ 105,414	\$ 70,125	\$ 99,788	\$ 107,817	To Aug 31
Shared Staff Office Costs	\$ 1,332	\$ 2,000	##### ##	##### ##	##### ##	
Shared Staff Travel Costs	\$ 8,907	\$ 9,000	\$ 4,647	\$ 9,000	\$ 9,000	
Staffing						
Regional Staff - Governance	\$ 141,787	\$ 154,508	\$ 88,320	\$ 132,480	\$ 135,792	To Aug 31
All Staff Con-Ed	\$ 1,600	\$ 3,553	\$ 125	\$ 3,553	\$ 4,000	
All Staff Training Event	\$ 3,775		\$ 611	\$ 3,500	\$ 3,500	
Staff Travel/meals	\$ 3,958	\$ 7,000	\$ 2,492	\$ 7,000	\$ 7,000	
Governance: Committee and Structure						
Annual meeting	\$ 40,045	\$ 16,000	\$ 4,643	\$ 19,383	\$ 68,000	Actual includes 15K for 2025
Governance Committee costs	\$ 1,853	\$ 8,000	\$ 1,582	\$ 8,000	\$ 8,000	
TOTAL GOVERNANCE	\$ 371,725	\$ 381,840	\$ 250,193	\$ 385,508	\$ 436,709	
Remainder of Governance Total	\$ 100,838	\$ 15,160	\$ 190,075	\$ 186,493	\$ 8,291	
Mission & Ministry	\$ 240,000	\$ 180,000	\$ 165,891	\$ 180,000	\$ 180,000	to Aug 31
Other M & M Income	\$ 66,278		\$ 25,020	\$ 25,020		
	\$ 306,278	\$ 180,000	\$ 190,911	\$ 205,020	\$ 180,000	
Mission and Ministry Costs						
Staffing						
Salaries and benefits	\$ 106,353	\$ 110,607	\$ 71,141	\$ 106,712	\$ 109,379	to Aug 31
Mission & Ministry						
Mission Support grants	\$ 134,100	\$ 136,000	\$ 119,750	\$ 136,000	\$ 136,000	to Aug 31
M&S/Indigenous from sales/closures	\$ 25,853					
Clusters & Events, other grants*	\$ 46,616	\$ 20,000	\$ 4,365	\$ 20,000	\$ 20,000	
Mission & Ministry Committee Costs	\$ 2,361	\$ 6,000	\$ 1,899	\$ 6,000	\$ 6,000	
	\$ 315,283	\$ 272,607	\$ 197,155	\$ 268,712	\$ 271,379	
Remainder of Mission & Ministry Total	\$ (9,005)	\$ (92,607)	\$ (6,244)	\$ (63,692)	\$ (91,379)	
Restricted/Designated Funds						
Revenue	\$ 28,465		\$ 71,974	\$ 80,000		include 50K from GC
Expenses	\$ 23,119		\$ 38,325	\$ 80,000		
	\$ 5,346		\$ 33,649	\$ -	\$ -	
Combined Surplus (Deficit)	\$ 97,179	\$ (77,447)	\$ 217,480	\$ 122,801	\$ (83,088)	

2025 details
 2.5% increase in salaries
 Conservative estimate of revenue
 Deficit to be covered by retained earnings

2024 Details
 \$60,000 cut to Mission and Ministry grant